

## TIMELINES FOR TITLE III/ELDA

[illegible]

## **Timelines - Title III/ELDA**

### **Parent Notification**

- First 30 days of school
  - Child has been identified as ELL
  - Reasons for identification as ELL
  - Child's level of English proficiency and how determined
  - Programs offered to help child learn English
  - Method of instruction in which the child will participate
  - How the program meets the educational strengths and needs of the child and how it will help the child meet academic standards
  - Specific exit requirements
  - Parental right to refuse services/choose another program (ex. ELL instead of bilingual programs)
  - Planned graduation date (high school only)
- For students enrolling during the school year
  - Notification should be made within 2 weeks of enrollment
- Parents do not sign the notification
  - If parents refuse services
    - Parents should contact district for refusal forms
    - Parents should sign refusal forms

### **Nebraska Student and Staff Record System (NSSRS)**

- Two "official student snapshot" dates
- Update student templates
  - Can be done at any time during the school year
  - For new students or for updating student demographic data
- Accurate data
  - Fields in NSSRS for ELL Students
  - Used for ELDA student labels

## **ELDA (dates approximate)**

- Student demographic data
  - November - Review Verification Reports for ELDA labels on NSSRS
    - Accuracy/completeness of demographic data
    - ONLY students identified as ELL (be sure that exited students are NOT identified)
  - Early December - NDE Uploads data to Measurement Inc
- Testing Window
  - Mid February to end of March
  - Testing materials sent a week prior to testing window
- Return testing materials
  - Two weeks after testing window is closed
- Roster Review
  - First two weeks of May
    - Measurement Inc will post roster of all students taking ELDA on a secure web site (without results)
    - Review roster to ensure that all students are listed and demographic data is accurate
    - Any changes must be made on the NSSRS (official repository of data) by deadline (May)
  - May - NDE uploads to MI any changes in student demographic data that districts submit on NSSRS and based on the ELDA Roster Review
- Score Reports of Student Results
  - To districts by July

***\*Dates are tentative and depend upon the current year.***